



CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Trustees' Annual Report for the period

From 1<sup>st</sup> July 2022 Period start date To 30<sup>th</sup> June 2023 Period end date

Charity name: Loo Educational Opportunities Trust

Charity registration number: 1115944

## Objectives and Activities

|  | SORP reference     |  |
|--|--------------------|--|
| Summary of the purposes of the charity as set out in its governing document  | Para 1.17          | To advance the education of young disadvantaged students in Laos through the provision of material assistance or such other beneficial purposes as the Trustees decide   |
| Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts. | Para 1.17 and 1.19 | Operation of the LEOT School, providing English language and IT courses. Operation of the LEOT Vocational sewing School, teaching beginner an intermediate sewing courses to disadvantaged women. Building rural Primary Schools. Provision of Educational Scholarships. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit   | Para 1.18          | The Trustees have taken regard to the commissions public benefit guidance when exercising their powers and duties to which the guidance is relevant and have complied to its requirements.   |

## Additional information (optional)

You may choose to include further statements where relevant about:

|  | SORP reference |  |
|--|----------------|--|
| Policy on grant making   | Para 1.38      |  |
| Policy on social investment including program related investment | Para 1.38      |  |
| Contribution made by volunteers                                  | Para 1.38      |  |
|  |                |  |

|       |  |  |
|-------|--|--|
| Other |  |  |
|-------|--|--|

## Achievements and Performance

|   | SORP reference |  |
|---|----------------|--|
| Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole. | Para 1.20      | <p><b>LEOT School</b></p> <p>The school has provided English Language and Computer lessons to over 200 students giving them the skills to allow them to further their education or obtain work locally in the hospitality Industry or more widely in Laos or the ASEAN community of countries in a broader spectrum of jobs.</p> <p><b>Community School Building</b><br/>During the year LEOT built 4 rural Primary Schools to provide greater capacity for teaching children aged from 6 to 11 to learn in more appropriate facilities. These schools were given to their communities where teachers were provided by the Department of Education and Sport.</p> <p><b>LEOT Sewing School</b><br/>LEOT continued its work to provide training for women who had received only basic education to become tailors in our specialist Sewing School and Workroom. During the year a total of 60 women graduated from our beginner and advanced courses. Over 90% of graduates from our advance courses have secured employment.</p> |

### Additional information (optional)

You may choose to include further statements where relevant about:

|  |           |  |
|--|-----------|--|
| Achievements against objectives set                          | Para 1.41 |  |
| Performance of fundraising activities against objectives set | Para 1.41 |  |

|  |           |  |
|--|-----------|--|
| Investment performance<br>against objectives | Para 1.41 |  |
| Other  |           |  |

## Financial Review

|  |           |  |
|--|-----------|--|
| Review of the charity's financial position at the end of the period              | Para 1.21 | The charity held cash balances of £19,489.at the 30 <sup>th</sup> June 2023. This was considered adequate as the charity was waiting a new Memorandum of Understanding with the Department of Education in Laos. A LEOT Trustee continues to under write the charities budget until the 30 <sup>th</sup> June 2025 |
| Statement explaining the policy for holding reserves stating why they are held   | Para 1.22 | See above.   |
| Amount of reserves held  | Para 1.22 | £19,489  |
| Reasons for holding zero reserves  | Para 1.22 | Not Applicable   |
| Details of fund materially in deficit  | Para 1.24 | No Deficits or liabilities   |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | The charity requires the issue of a new MOU to continue its work.  |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |  |
|---|-----------|--|
| The charity's principal sources of funds (including any fundraising)            | Para 1.47 |  |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 |  |
| A description of the principal risks facing the charity                         | Para 1.46 |  |
| Other   |           |  |



## Structure, Governance and Management

|   |           |   |
|---|-----------|---|
| Description of charity's trusts:  |           | The charity is a single operational trust to assist education in Laos   |
| Type of governing document<br>(trust deed, royal charter)   | Para 1.25 | Trust Deed  |
| How is the charity constituted?<br>(e.g unincorporated association, CIO)  | Para 1.25 | Unincorporated Association  |
| Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees | Para 1.25 | Trustees are selected by the board of Trustees by interview from suitable volunteers and supporters with relevant skills. |

### Additional information (optional)

You may choose to include further statements where relevant about:

|   |           |  |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees                | Para 1.51 |  |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 |  |
| Relationship with any related parties   | Para 1.51 |  |
| Other   |           |  |

## Reference and Administrative details

|                             |  |
|-----------------------------|--|
| Charity name                | Lao Educational Opportunities Trust                                      |
| Other name the charity uses | LEOT   |
| Registered charity number   | 1115944  |
| Charity's principal address | Heath Park House<br>291 Heath Road<br>Leighton Buzzard<br>Beds<br>LU73AX |
|                             |  |

### **Names of the charity trustees who manage the charity**

|    | Trustee name    | Office (if any) | Dates acted if not for whole year | Name of person (or body) entitled to appoint trustee (if any) |
|----|-----------------|-----------------|-----------------------------------|---|
| 1  | Kevin Heath     | Chair           | Whole year                        |   |
| 2  | Peter Banwell   | Treasurer       | Whole year                        |   |
| 3  | Janet Conroy    | Secretary       | Whole year                        |   |
| 4  | Jeannette Tyler | School Director | Whole year                        |   |
| 5  | Julie Williams  |                 | Whole year                        |   |
| 6  |                 |                 |                                   |   |
| 7  |                 |                 |                                   |   |
| 8  |                 |                 |                                   |   |
| 9  |                 |                 |                                   |   |
| 10 |                 |                 |                                   |   |
| 11 |                 |                 |                                   |   |
| 12 |                 |                 |                                   |   |
| 13 |                 |                 |                                   |   |
| 14 |                 |                 |                                   |   |
| 15 |                 |                 |                                   |   |
| 16 |                 |                 |                                   |   |
| 17 |                 |                 |                                   |   |
| 18 |                 |                 |                                   |   |
| 19 |                 |                 |                                   |   |
| 20 |                 |                 |                                   |   |

Corporate trustees – names of the directors at the date the report was approved

| Corporate trustees - names of the directors at the date the report was approved |  |  |
|---|--|--|
| Director name   |  |  |
| None  |  |  |
|   |  |  |
|   |  |  |
|   |  |  |
|   |  |  |
|   |  |  |

## Name of trustees holding title to property belonging to the charity

[illegible]

## Funds held as custodian trustees on behalf of others

|   |      |
|---|------|
| Description of the assets held in this capacity   | None |
| Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects | NA   |
| Details of arrangements for safe custody and segregation of such assets from the charity's own assets                         | NA   |

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

| Type of adviser | Name | Address |
|-----------------|------|---------|
|                 |      |         |
|                 |      |         |
|                 |      |         |
|                 |      |         |

#### Name of chief executive or names of senior staff members (Optional information)

|  |
|--|
|  |
|--|

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

|  |
|--|
|  |
|--|

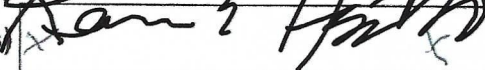
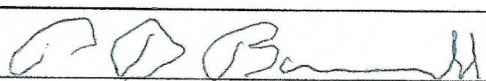
## Other optional information

|  |
|--|
|  |
|--|

## Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

|                                     |   |   |
|-------------------------------------|---|---|
| Signature(s)                        |  |  |
| Full name(s)                        | Kevin Heath   | Peter Denis Banwell   |
| Position (eg Secretary, Chair, etc) | Chair   | Treasurer   |
| Date                                | x 30-12-2023x   |   |



**Lao Educational Opportunities Trust**

**LEOT**

**Accounts for the Year Ended 30<sup>th</sup> June 2023**

## Lao Educational Opportunities Trust

### **2022 Receipts and Payment Account for the year ended 30th June 2023**

|                |  |                    |               |
|----------------|--|--------------------|---------------|
| <b>1,000</b>   | Restricted donations                   | Scholarships       | <b>1035</b>   |
| <b>5,000</b>   |  | LEOT School        |               |
| <b>7,337</b>   |  | Sewing Workroom    |               |
| <b>12,665</b>  |  | Community Building | <b>14331</b>  |
| <b>26,002</b>  |  |                    | <b>15366</b>  |
| <b>102,605</b> | Unrestricted donations                 |                    | <b>134910</b> |
| <b>232</b>     | Bank interest                          |                    | <b>152</b>    |
| <b>128,839</b> |  |                    | <b>150428</b> |
| <b>500</b>     | Restricted Scholarship payments        |                    | <b>1035</b>   |
| <b>3799</b>    | Unrestricted scholarship payments      |                    | <b>4016</b>   |
| <b>4299</b>    |  |                    | <b>5051</b>   |
|                | <b><u>Sewing operational costs</u></b> |                    |               |
| <b>9072</b>    | Salaries                               |                    | <b>11211</b>  |
| <b>4462</b>    | Materials                              |                    | <b>6418</b>   |
| <b>2776</b>    | Equipment                              |                    | <b>2528</b>   |
| <b>322</b>     | Office costs                           |                    | <b>217</b>    |
| <b>219</b>     | Consumables                            |                    | <b>115</b>    |
| <b>137</b>     | Cleaning                               |                    | <b>184</b>    |
| <b>230</b>     | Repairs                                |                    | <b>588</b>    |
| <b>806</b>     | Ceremonies                             |                    | <b>1303</b>   |
| <b>22</b>      | Book                                   |                    |               |
| <b>41</b>      | Water                                  |                    | <b>64</b>     |
|                | Recruitment                            |                    | <b>85</b>     |
|                | Refreshments                           |                    | <b>455</b>    |
|                | Misc other exp                         |                    | <b>693</b>    |
| <b>18087</b>   |  |                    | <b>23861</b>  |
|                | <b><u>School operational costs</u></b> |                    |               |
| <b>18247</b>   | Salaries unrestricted                  |                    | <b>29361</b>  |
| <b>7080</b>    | Restricted                             |                    |               |
| <b>248</b>     | Electricity                            |                    | <b>268</b>    |
| <b>5784</b>    | Computers                              |                    | <b>6440</b>   |
| <b>387</b>     | Print and staty                        |                    | <b>160</b>    |
| <b>499</b>     | Equipment repairs                      |                    | <b>198</b>    |
| <b>877</b>     | Building repairs                       |                    | <b>101</b>    |
| <b>17</b>      | Telephone                              |                    |               |
| <b>83</b>      | Water                                  |                    | <b>106</b>    |
| <b>458</b>     | Refreshments                           |                    | <b>552</b>    |
| <b>302</b>     | Internet                               |                    | <b>223</b>    |
| <b>359</b>     | Insurances                             |                    | <b>354</b>    |
| <b>220</b>     | Consumables                            |                    | <b>128</b>    |
| <b>565</b>     | Barci                                  |                    |               |
| <b>26</b>      | Misc                                   |                    | <b>183</b>    |
| <b>309</b>     | Teachers shirts                        |                    |               |
| <b>759</b>     | Ceremonies                             |                    |               |
|                | Staff cards                            |                    | <b>161</b>    |
|                | Small Equip                            |                    | <b>76</b>     |
|                | Cleaning                               |                    | <b>67</b>     |
|                | Primary teacher course expenses        |                    | <b>4334</b>   |
|                | School trips                           |                    | <b>2001</b>   |
|                | School Director Expenses               |                    | <b>712</b>    |
| <b>36220</b>   |  |                    | <b>45425</b>  |
| <b>7337</b>    | Workroom restricted                    |                    |               |
| <b>19809</b>   | Workroom unrestricted                  |                    |               |
| <b>12665</b>   | Community building restricted          |                    | <b>19831</b>  |
| <b>12648</b>   | Community building unrestricted        |                    | <b>86819</b>  |
| <b>553</b>     | Government costs                       |                    |               |
| <b>2748</b>    | MOU and DOES costs                     |                    | <b>2842</b>   |
| <b>392</b>     | Homeland directors costs               |                    | <b>1896</b>   |
| <b>424</b>     | Bank charges                           |                    | <b>613</b>    |
| <b>-65</b>     | Cash account difference                |                    |               |
| <b>406</b>     | Exchange difference                    |                    | <b>7</b>      |

|        |   |         |
|--------|---|---------|
| 56917  |   | 112008  |
| 115523 | Total expenditure                             | 186,345 |
| 13,316 | Excess of receipts over payments for the year | -35,917 |

### Balance Sheet as at the 30th June 2023

#### Assets

|                |                        |       |
|----------------|------------------------|-------|
| 42,273         | HSBC bank account      | 4031  |
|                | Transfer in transit    | 15000 |
| 13,116         | BCEL Vientiane         | 433   |
| 15             | BCEL Luang Prabang     | 12    |
| 3              | Cash                   | 13    |
| 55,407         |                        | 19489 |
| Represented by |                        |       |
| 5,500          | Restricted donations   |       |
| 49,907         | Unrestricted donations | 19489 |
| 55,407         |                        | 19489 |

Signed  Kevin Heath

Chair of Trustees

Date... 15-10-2023

Signed  Peter Banwell

Treasurer and Trustee

Date... 19-11-2023

### **LEOT Activity Report for the year ended 30<sup>th</sup> June 2023**

The LEOT Trustees and team are pleased to report a busy and active year as our activities return to a more traditional levels following the pandemic. Student numbers at the LEOT School are still at a much lower level for daytime students as tourism is still to recover to their previous high levels. This caused a shortage of jobs for rural students with many potential students remaining in their villages.

#### **The LEOT School**

Evening classes at the LEOT School were very well attended with students studying at both beginner and elementary levels. We are sorry to report that daytime classes attracted poor numbers with a high dropout rate. School was pleased to run both hospitality English and Dreamcatcher courses, these courses being supported by Jeannette our School Director, volunteers and local businesses. We plan to extend these courses in the next year.

Computer courses were very popular with our students. Classes were provided for all students teaching them basic computer skills, how to use a computer safely and essential elements of office products. Additional demand from students allowed us to provide Weekend. Students continued to attend other activities at the end of the year with visits to the waterfall, National Museum, TAEC museum. and Ock Pop Tok weaving Centre. We were unable to organise a School Show as Jeannette returned home before the end of the school year.

The Department of Education and Sport asked us to run summer English Classes for Primary Teachers. Thanks to the support of all the LEOT teachers' classes for 60 teachers were held during July. We are pleased to report the success of the project with all classes being well attended. A final celebration was held at the completion of the course and was enjoyed by all.

We are proud to announce we are in discussions with Swiss NGO Childs Dream on a possible partnership to fund the LEOT School for a minimum of twelve months.

#### **Scholarships**

Scholarships was the foundation of LEOT on its formation in 2006. In recent years it has become the smallest part of our activities with the support of 12 students attending university in Luang Prabang during the year. We are pleased to report that 9 students graduated in August. The remaining 3 students continue their studies with our support and will graduate in the next 2 years. We do not plan currently to support further students and will review the situation again in a years' time. We send our best wishes to all our students graduating this year.

#### **LEOT Sewing School**

Laos offers very few opportunities for women with very little education. LEOT is very proud of our sewing school which offers opportunities for such women. Each year we offer 60 places in our sewing school divided into a beginner's course for 40 women and an advanced course for 20 women.



Centre manager Noy and her team of teachers richly deserve our congratulations for their dedication and superb results. Over 90% of advanced students have obtained work on completing their studies. All our students report their courses have changed their lives.

Students in the beginner's class learn a wide range of skills including dying, pattern making, hand sewing, machine sewing and handcrafts. As part of their courses, they make a range of dresses, skirts, shorts, top, children's and men's clothing and items suitable for sale in markets.

Students in our advanced class concentrate on more complicated work which is sold in the LEOT shop or the local community. Students are supported by teachers and Noy and are encouraged to plan for the future. At the end of their courses LEOT helps them find work or setup small home workshops. Where necessary we buy them a commercial sewing machine to enable them to work from home.

At the end of each course, we host a graduation ceremony and celebration meal which is attended by colleagues from the Department of Education and Vocational training school.

### **Community School Building Project**

Northern Laos is still short of many rural Primary Schools. Many schools are old and poorly maintained. LEOT works in partnership with Sao Bien an Austrian NGO, The Department of Education and Sport, local officials and a builder to build and repair schools. In the year we built 4 rural schools and provided additional facilities at 6 others. We would like to congratulate our Project manager Bounniew Somsak for his exceptional performance in managing the project. Today we are building 5 room schools to provide modern facilities for up to 140 children. Each school is fully equipped with furniture, electricity and toilets. Where necessary we also build fences and retaining walls to prevent landslips. Over the last 3 years our projects have grown from building a remote 2 room schools to 3 room schools and today most of our schools have 5 classrooms.



Section A

Independent Examiner's Report

Report to the trustees

Charity Name LAO EDUCATIONAL OPPORTUNITIES TRUST

On accounts for the year  
ended

30th JUNE 2023

Charity no  
(if any)

1115944

Set out on pages

1 + 2

(remember to include the page numbers of additional sheets)

I report to the trustees on my examination of the accounts of the above charity ("the Trust") for the year ended 30 JUNE 2023

Responsibilities and  
basis of report

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent  
examiner's statement

~~[The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of [insert name of applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination (other than that disclosed below \*) which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

\* Please delete the words in the brackets if they do not apply.

Signed:

Michael Rowland

Date:

5/8/2023

Name:

MICHAEL JOHN STUART ROWLAND

Relevant professional  
qualification(s) or body

A.C.I.B.

(if any):

Address:

153 Marley Fields  
Leighden Buzzard  
LU7 4WT.

Section B

Disclosure

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

None